Department of Culture of the Generalitat de Catalunya
General Directorate of Creation, Territorial Action and Libraries
Libraries service

Diputació de Girona

Biblioteca Roberto Bolaño Blanes

Registration number:

User application for the Public Reading System of Catalonia and the computer and/or Wi-Fi management system

Request type: ☐ registration ☐ cancellation System to which the request refers: ☐ public reading ☐ computers/Wi-Fi ☐ both

In case of cancellation, specify the reason: ☐ express will ☐ death (to be carried out by the legal representative)

The user's cancellation entails the deletion of their personal data.

Identification data of the applicant

For minors under the age of fourteen, the details of the legal representative (father, mother or legal guardian) must be provided.

Name* | First surname* | Second surname*

Chosen name (*Transgender people fill in, if applicable*) | Gender ☐ woman ☐ man ☐ non-binary

Date of birth | Identity document*

As stated in Agreement GOV/45/2022, the names and surnames must be entered as they appear on the national identity document or passport, and the chosen name of trans people (transsexuals or transgenders), in accordance with what appears on the health card issued by CatSalut.

Usual address*

Street / Square / Avenue | Number | Floor | Door | Postal code

Town | County | Province

Landline phone | Mobile | Email address

Language of loan notices:
☐ Catalan ☐ Spanish ☐ English ☐ French

Nationality | Level of education | Usual language

**These fields are required.*

Alternative address (if applicable)

Street / Square / Avenue | Number | Floor | Door | Postal code

Town | Province | Telephone

Legal representative details (if applicable)

Name | First surname | Second surname

Identity document*

Usual address

Street / Square / Avenue | Number | Floor | Door | Postal code

Town | County | Province

Landline phone | Mobile | Email address

Authorisations

— The applicant authorises receiving information on activities to promote reading and disseminate cultural services and activities. ☐ Yes ☐ No

— The legal representative (father, mother or legal guardian), in the case of minors under fourteen years of age, authorises consultation on the Internet through the library's computer equipment.* ☐ Yes ☐ No

* *Parents or legal guardians have the responsibility to safeguard the minors' use of the Internet, and must exercise the level of control they deem necessary.*

— The applicant authorises receiving electronic notifications related to this application (only in case of cancellation). ☐ Yes ☐ No

— The applicant authorises, with their signature, that the Department of Culture consults the necessary data to process this request. In the event that the applicant does not authorise the consultation, they must attach the necessary documentation and express their opposition below:

Documentation to be shown

— Identity document (Spanish ID, Foreign Resident ID or passport) of the applicant or signatory (when acting on behalf of someone else) and health card issued by CatSalut in case the *First name* field is filled in.
— Documentation proving legal representation or guardianship.

Documentation to be attached only in case of cancellation

— User card (returning it is optional).
— Copy of the documentation proving legal representation or guardianship (if applicable).*
— Copy of the front of the applicant's identity document - Spanish ID, Foreign Resident ID or passport - (must be submitted only if the applicant has expressly stated, in the **Authorisations** section, that they do not authorise the consultation of the necessary data).
— Copy of the documentation proving death (must be submitted only if the applicant has expressly stated, in the **Authorisations** section, that they do not authorise the consultation of the necessary data).

**In the event of termination due to death, the legal representative can prove the kinship relationship through documents such as the family register, the register of common-law partners, a cohabitation certificate or a notarial document, among others*.

Declarations

— The applicant undertakes to comply with the rules that govern the libraries of the Public Reading System of Catalonia.
— The applicant declares that he or she is aware of the information relating to data protection, as well as the information contained in the **Communication to the applicant** section included in this application.

Town and date

Applicant's signature (or that of the legal representative)

Communication to the applicant

Basic data protection information from the Department of Culture
Processing identification: «Library Management System»
Data controller: Department of Culture, through the General Directorate of Creation, Territorial Action and Libraries, and the municipalities with libraries that are part of the Public Reading System of Catalonia, under a co-responsibility regime.
Purpose of the processing: Management of services provided to users of public libraries, sending information related to cultural services and products, and management of related contests and raffles.
Legitimation: When you give your consent, which you can withdraw at any time.
Compliance with a legal obligation applicable to the data controller in accordance with Law 4/1993, of March 18, on the library system of Catalonia, and Decree 124/1999, of May 4, on the services and personnel of the Public Reading System of Catalonia.
Recipients: No data will be transferred to third parties, except in the cases provided for by law.
Rights of interested parties: You have the right to access, rectify and delete data, as well as other rights, as explained in the additional information available at *http://cultura.gencat.cat/ca/departament/proteccio-dades/drets*.
Additional information: To expand on this information and find out the details of data processing, you can access the website of the Department of Culture *http://cultura.gencat.cat/ca/departament/proteccio-dades*.

Basic data protection information from the Diputació de Girona
Processing identification: «Computer and/or Wi-Fi management system »
Data controller: Diputació de Girona, Council, through the Libraries service
Purpose: Registration and identification of people who use the Telecentres service, which the Diputació offers to libraries and cultural centres. User identification and service management. Data on educational level are processed statistically.
Legitimation: Fulfillment of a mission of public interest (competencies of the Diputació to support local entities, in accordance with Legislative Decree 2/2003, revised text of the Municipal and Local Government Law of Catalonia).
Recipients: The data is not shared with other parties.
Rights of interested parties: You can exercise your rights of access, rectification, deletion, opposition to processing and limitation of processing, for which you must contact the Diputació de Girona Libraries service.
Additional information: You can consult additional and detailed information on data protection on the website *www.ddgi.cat*.

Image rights information

In the activities organised by the entity responsible for this procedure, photographs and films may be taken in which the image of people appears, in accordance with the provisions of Article 8.2 of Organic Law 1/1982, of May 5, on civil protection of the right to honor, personal and family privacy and one's own image. The aforementioned graphic material may be reproduced and disseminated on the website and in other spaces to communicate and disseminate the activities of the entity responsible for this procedure.

Information about electronic notifications (only in case of cancellation)

Electronic notifications of administrative acts will be made available to you at the Electronic Headquarters of the Generalitat de Catalunya, in the My Folder > Electronic Notifications area.

You will receive a notice of the availability of the electronic notification to the email address or mobile phone number you indicate and, if applicable, the password to access the content of the notification.

Once the electronic notification has been made available to you, you will have ten calendar days to accept or reject it.
If you access the notification, it will be considered given, and if once the deadline has passed you have not accessed it, the notification will be considered rejected.